

**Comore Loma Water Corp**  
**2539 Channing Way Suite 220**  
**Idaho Falls, Idaho 83404**

**November 9, 2021**

**Attendance: Tim Titus, Marv Besmer, Paul Merrill, Randy Skidmore, Brad Streeper, Tyler Paesl, Dustin Parkinson, Kirstin Hoskins**

Meeting called to order at: 5:03PM

Review Prior Minutes: Motion to pass minutes Tyler, Second Paul, Passed unanimously.

**1. Presidents Report**

1. Tim is working on a Policy and Procedure manual
2. Water right lease
3. Attorney meeting report
4. Review Irrigation Fines Policy
5. MGM Evaluation and report
  - i Still haven't done the things we have asked. (SRF is still messed up, removing late fees and not charging them. Placing people on "payment plans" then is doesn't give them late fees or shut off notices, they haven't deleted the extra account.) Meeting with Mike for next week. SRF money needs to be fixed. Each account needs to be fixed by client. Paul motion to pull the billing back starting in Jan, with a letter. Marv second, Passed unanimously.
6. Charge a fee for paper bills (How much and when do we want to start charging)
7. Need to get a website up and going. (Jarom Manwaring will be coming at 6:30PM) Manwaring web services. Website needs: online bill pay, post meetings, pay bill online, see bill online, login to an account. Emailing system and texting system, report a leak, report a problem, They us embroco to build the website, Merchant account or a payment system, you will have to pay a fee, 3.25%. Need Corporate emails. Payment processing Stripe 3.25%
8. Morgan Morrow, Using water at his shop but not paying. Do we want to back bill him? Nick Beahm.

**2. Manager Report—Dustin**

1. Well 6 Completed, They will start it tomorrow and make sure it is good.
2. Well 7 It is up and going. RMP will have the demand charge, and Dustin will call and they will waive the demand charge on Well 7 and 6. Tim Solomon.
3. Well 8 American Pump is going to pull the motor and check it out. There is an oil problem. Dustin said he wants it out and looked at before the weather changes. Trying to see if it is a warranty issue
4. Well 4 EE has the wire, Dustin is going to get it. Jeff said there was a motor there and Lynn is saying there isn't.
5. Tank 1 Booster Issue Turned off the power and turned it back on, one of the boosters faulted, Electricians are going to look at it.
6. Completed repair report Hydrant is repaired, the Air vac is fixed.
7. Repairs needed PRV is leaking at below tank 1, Pressure issue on Skidmore. Automation is going to add a Flood sensor.
8. Well 3 Sampling Issues DEQ is working with us on it. 20 lead and copper and some nitrates.
9. New water line installation issues 1200 feet the installation ended up being 14 feet deep, the contractors followed what the engineer said, Dustin is concerned that when we take it over, and we have a leak,

10. Proposed Electrical Maintenance plan update Well #7 Drive is under sized, and well #5 is also undersized, Drives are usually 100 horse over the well size. The JK Simmons will start tomorrow going through the locations. They will get Dustin the health report once they get it done.
11. Proposed valve and Preventative Maintenance Plan for 2022
12. Smart Sprinkler timer incentives Rules for homeowners to install smart timers. Dustin has used these before and it helped save a lot of water. Dustin is going to put together a program.
13. Valve Locating, Homeowner involvement Need to speak about it again.
14. Water Cop for summer 2022 Dustin is willing to have his guys do this.
15. Customer service capability for 2022 (If no MGM)
16. Homeowners Contact info
17. Water Users Audit, so we have the correct billings going into 2022
18. Budget goals for 2022.
19. Parts Orders Update
20. Potential Used meter Sale Update

### 3. Financial

1. Report.
2. Budget
3. MGM/Shut offs/Late fees

### 4. Ongoing Items.

1. Test water meters at some properties.
2. By Law changes MGM will have their attorney look at them and give us some suggestions to modernize the by laws.
3. Invest Extra SRF Funds
4. Dynamic Modeling
5. Backflow Preventers
  - i. Letter to Members Have it recorded in to the system with MGM???
6. Isolation Valves

Meeting adjourned: Paul motion to adjourn, Marv second, Passed unanimously. 7:10PM